

REAL ESTATE SECTION  
REGULATORY & ENFORCEMENT UNIT  
P.O. BOX 9015  
OLYMPIA, WA 98507-9015

Your Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Work Telephone No. (\_\_\_\_) \_\_\_\_\_ Home Telephone No. (\_\_\_\_) \_\_\_\_\_

**Complaint Information**

Please complete the following information about the individual you wish to register this complaint against.

Administrator/Instructor Name(s) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

School Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Please attach a written explanation. You should address your complaint fully, giving dates and details. Your response should be prepared in the order the events occurred.

Along with the explanation of your complaint, please provide copies of all documents you may have relating to your complaint.

You will be kept informed of any investigation or action taken by us.

If you have any questions regarding this form, please feel free to contact us at (360) 664-6484.

*Please note:* The authority of the Department of Licensing is limited to taking disciplinary action to withdraw course content approval, course delivery method approval, instructor approval, and school approval.

**We do not have the authority to recover funds, award damages, or make judicial determinations, nor do our remarks constitute legal opinion.**